Stone County Library

Regular Board Meeting

May 18, 2023

Beginning Time: 1:03 PM

Ending Time: 2:33 PM

The Board of Trustees of the Stone County Library met in regular session on Thursday, May 18, 2023. The meeting was called to order by Board vice-president Steave Seaton. Present were John Powers, Sandy Haynes, and Angie Evans. No members of the public were present.

The minutes from the previous meeting were reviewed. Ms. Evans made a motion to approve the minutes from the previous meeting. Mr. Powers seconded the motion. All in favor. **Motion carried**.

**Treasurer’s Report:**

Ms. Hensley announced that ending cash for the month of April was $609, 237. Building reserves stands at $108, 626. State A&E came in but wasn’t accounted for in this month’s report. Large, unexpected expenses will be reflected in May. Ms. Haynes made a motion to approve the treasurer’s report. Mr. Seaton seconded the motion. All in favor. **Motion carried**.

**Friends of the Library:**

No friends were present, but Ms. Hensley reported that a membership drive for The Friends group will be set up at the 75th celebration that each branch is hosting.

**Librarian’s Report:**

**Crane**

Ms. Hensley reported that across the branches that stats are on par. She also reported she will take vacation the week of June 7 and attending the MPLD conference June 1 and 2. She reported that a major plumbing issue has occurred at Crane. Both the old and new sides of the building had toilets backing up and sinks not draining. Roto-Rooter was called out and found that the cast iron piping had eroded on the old side and the terra cotta piping and collapsed causing the issues. Crane had to close due to non-working bathrooms. Ms. Hensley made an executive decision to have repairs done to the new side so that Crane could reopen. The expense was approximately $15,000. She sought bids for repairs to the old side and only received one from Roto-Rooter for $15,204.66. She said Blake from Roto-Rooter has been good to work with and even cut the cost of labor from $10,000 to $3800. She informed the board that monies budgeted, and some building reserves are able to cover this expense.

Ms. Evans made a motion to approve the bid of $15,204.66 from Roto-Rooter to repair collapsed pipes in the old section of the Crane building, plus giving the director discretion for any monies needed for unseen situations during the repair. Ms. Haynes seconded the motion. All in favor. **Motion carried**.

Ms. Hensley reported that the professional development day went well, with the staff participating in mock situations that could occur. Staff also participated in an Enneagram assessment, so as to better understand one another. Ms. Hensley reported that RMMS will once again handle the audit, since they were the only bid received. It will begin May 30 and 31.

Finally, Ms. Hensley, due to the Administration Rule that went into effect from the Secretary of the State Library, may policies need to be updated, added, or amended to be in compliance with the Admin. Rule.

**Minor Library Card Registration**

The board approved a revised version a couple of months ago, but additional language was added stating materials are designated by ages according to publisher’s recommendation. When parent/guardian signs a new form, they will receive a copy of the current policy. Mr. Powers made a motion to approve the amended Minor Registration Form. Ms. Evans seconded the motion. All in favor. **Motion carried**.

**Collection Development Policy**

The changes to this policy are the addition of age ranges and clarification of duties for people responsible for collection development with the director having final say. Mr. Powers made a motion to approve the amended Minor Registration Form. Ms. Evans seconded the motion. All in favor. **Motion carried**.

**Reconsideration Policy**

Clarification was added that only those wishing to question an item must have an active library card read a book in its entirety. Ms. Haynes made a motion to accept the Reconsideration Policy on materials and displays with the stipulation that any book contested must be read in its entirety. Mr. Powers seconded the motion. All in favor. **Motion carried.**

**Meeting Room Policy**

To be in compliance, anyone wishing to use the meeting room must present a flyer along with the reservation application for branch manager approval. The flyer must designate ages that are appropriate for said group or program. Mr. Powers made a motion to approve the amended meeting room policy with the addition of a mandatory flyer stating age appropriateness for reservation. Ms. Haynes seconded the motion. All in favor. **Motion carried.**

**Staff Policy**

With the addition of substitute and temporary workers, Ms. Hensley amended the staff policy stating these employees are not eligible for PTO or holiday pay. Ms. Haynes made a motion to accept the amended staff policy. Mr. Powers seconded the motion. All in favor. **Motion carried.**

**Galena**

Nothing to report.

**Blue Eye**

Nothing to report

**Reeds Spring Holds Locker**

Nothing to report.

**Outreach**

Nothing to report.

**No motion needed** on Librarian’s Report.

**Other Business**

Ms. Hensley gave the board a packet regarding medical reimbursement. She asked the board to look over the information for further discussion at the June board meeting. She would like a decision to be made before she begins the budget for the next fiscal year.

Next regular meeting: June 15th, 2023 at 1:00 pm.

Mr. Powers made a motion to adjourn the meeting. Ms. Haynes seconded the motion. All in favor. **Motion carried**.

Respectfully,

Rebecca Hensley, Director